

Tuesday, February 11, 2014

8:00 - 9:00 AM Registration & Breakfast

9:00 - 9:15 AM Welcome

9:15 - 9:30 AM Break

9:30 - 10:45 AM Basics & Best Practices, Part 1

- Organization of committees
- Contributions and expenditures
- Filing information

10:45 - 11:00 AM Break

11:00 AM - 12:15 PM Basics & Best Practices, Part 2

- Working with your Analyst
- Recommended internal controls
- Getting help from the FEC

12:15 - 1:15 PM Networking Lunch

An opportunity to discuss questions and common issues with fellow attendees.

1:30 - 3:00 PM Team Workshops — Committee Operations, Part 1:

(Please choose based on the organization you represent)

Option A: House/Senate Campaigns: Fundraising

- Fundraising and solicitations
- Permissible sources of contributions
- Curing excessive contributions

Tuesday, February 11, 2014 (continued)

Option B: Political Party Committees: Fundraising and Supporting the Party

- Raising federal funds
- Using corporate/labor resources and facilities
- Nonfederal fundraising by federal candidates

Option C: Corporate/Labor/Trade PACs: Organization and Solicitation Basics

- Restricted class
- Solicitation notices
- Collection of contributions

3:00 - 3:15 PM

Break

3:15 - 4:00 PM

FEC Jeopardy

A fun, interactive session reviewing material presented during the first day of the conference.

Wednesday, February 12, 2014

8:00 - 9:00 AM

Breakfast

9:00 - 10:30 PM

Team Workshops — Committee Operations, Part 2:

Option A: House/Senate Campaigns: Fundraising (continued)

- Volunteer exemptions
- Earmarked and in-kind contributions
- Support from the candidate

Option B: Political Party Committees: Supporting Candidates

- Party support of federal candidates
- Coordinated communications & independent expenditures
- Joint Fundraising

Option C: Corporate/Labor/Trade PACs: Solicitation Techniques

- Raffles, auctions and events
- Meetings and conventions
- Online fundraising

10:30 - 10:45 AM

Break

Wednesday, February 12, 2014 (continued)

10:45 AM – 12:30 PM Team Workshops – Committee Operations, Part 3:

Option A: House/Senate Campaigns: Use of Campaign Funds and Candidate Involvement Outside of Federal Elections

- Campaign operating expenses
- Use of campaign funds
- Candidate involvement outside of federal elections

Option B: Political Party Committees: Federal Election Activity and Paying Committee Expenses

- Levin funds and Federal Election Activity (FEA)
- Paying Bills and reporting expenses
- Allocating expenses

Option C: Corporate/Labor/Trade PACs: Supporting Candidates

- In-kind contributions
- Permitted use of organization's facilities and resources
- Coordinated communications & independent expenditures

12:30 - 1:30 PM Networking Lunch

An opportunity to discuss questions and common issues with fellow attendees.

1:30 - 3:15 PM Recent Developments in the Law

- Corporate/Labor Spending, Super PACs and Hybrid PACs
- Litigation and Rulemaking Updates

3:15 - 3:30 PM Break

3:30 - 4:00 PM That's a Wrap: Final Q & A